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4 June 1965

MEMORANDUM FOR: Director of Training
FROM : Personnel Officer, OTR
SUBJECT : Weekly Report No. 11

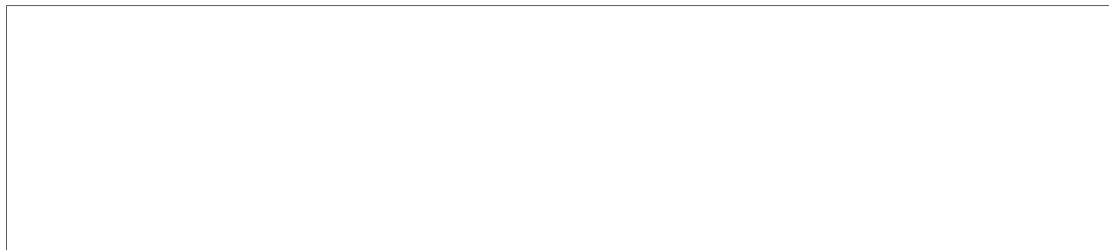
I. SIGNIFICANT ITEMS:

None

25 YEAR RE-REVIEW

II. OTHER ITEMS:

DDP Nominees



2. Meanwhile, [redacted] have been nominated for assignment to OTR. [redacted] has been accepted and [redacted] file looks very promising. These latter two officers plus [redacted] are substitutes for [redacted] and [redacted] who have been withdrawn as candidates.

Retirements

1. OTR Personnel provided certain information to Chief, Plans and Policy Staff to support his response to an inquiry of [redacted] who had received a retirement appeal from [redacted]

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[redacted]
[redacted]
[redacted] have also briefed [redacted] on this case. It is probable that his appeal will be denied.

2. [redacted]
visited Headquarters on 3 June to complete the necessary paper work in connection with his forthcoming retirement. He also was scheduled for appointments with the Counseling Branch of the Office of Personnel to complete initial check-out procedures. Final exit-processing has been scheduled for Thursday, 24 June. [redacted] last working day will be 30 June. [redacted] have approved the presentation of the customary retirement letter and certificate to [redacted] OTR Personnel is attempting to arrange for representatives of [redacted] to make the presentation of these documents.

Reassignment Possibilities

1. After the rejection of [redacted] as our candidate for the Logistics Training Officer position, [redacted] will be nominated. Present plans are to replace [redacted] with [redacted] is presently ill at home and will not be nominated until he is consulted on the assignment.

2. [redacted] O/DDCI, has advised [redacted] Chief of the Clerical Training Faculty, that she will not accept the offer of an instructorship with the Faculty. [redacted] was definitely interested in the position but declined because of transportation and parking problems inherent in an assignment to the 16th Street building.

OTR Rotation

[redacted]

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External Training

OTR/Personnel has met with SA/DTR and Chief/Registrar Staff concerning the selection of officers for certain external training courses as requested by the DDS. The results of this review will be forwarded to the DTR in the near future.

CIA Retirement Program

The CIA Retirement Board has approved [redacted] as "participants" in their program. These individuals are now required to sign a "participation memorandum" stating that they desire to: (1) be a participant; or, (2) not be a participant for the duration of their Agency employment. [redacted] memorandum was dispatched to the field by the CIA Retirement Staff for his consideration. [redacted] is currently on TDY and will not return until 15 June 1965. Messrs. [redacted] [redacted] have signed their memorandum electing to be participants.

Illness

Logistics Personnel has reported that [redacted] is again in Walter Reed Hospital and had another operation on 1 June 1965. His condition is reported as serious but not critical. [redacted] has been advised.

Employment Consideration

[redacted] is still considering Logistic's employment offer at a GS-09, step 7. [redacted] feels that he has had the Wage Board

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equivalent of a GS-09 for six years and that this plus his experience, more than qualify him for a GS-10, step 6. However, Logistics Personnel is firm in their position that the value of GS status and a Logistics Career status are advantages enough, without adding a promotion. [] is expected to make his decision soon.

TDY

[] is processing for TDY [] for the period 16-27 June.

Reassignments

1. [] received a thorough briefing from various OTR officials on the 2nd and 3rd of June. [] is scheduled to report for duty [] on 1 August 1965.

2. [] has been offered a position in the Payroll Branch, Office of Finance. He will be released on 11 or 18 June 1965, depending upon his replacement.

3. [] interviewed [] as a possible replacement for [] and would like her to report to HT/OS on Monday, 28 June 1965. We have requested a steno from the Pool to replace []

Summer Employees

1. Our first Summer Employee, [] reported for duty on Tuesday, 1 June 1965. [] has been assigned to the Language Training School

2. Our other Summer Employees will be assigned as follows:

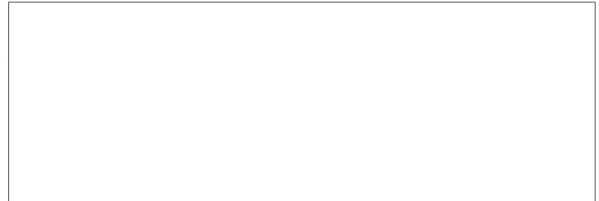
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3. In addition to those listed above we are requesting another male Summer Employee to work in the newly organized library [REDACTED] The justification for this additional employee, which appears strong enough to satisfy the DDS, has been submitted to OTR Personnel. Meanwhile, we have been informally assured by the Office of Personnel that we can have the requested employee.



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